



County of Los Angeles  
**CHIEF ADMINISTRATIVE OFFICE**

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://cao.co.la.ca.us>

DAVID E. JANSSEN  
Chief Administrative Officer

November 19, 2004

To: Supervisor Don Knabe, Chair  
Supervisor Gloria Molina  
Supervisor Yvonne B. Burke  
Supervisor Zev Yaroslavsky  
Supervisor Michael D. Antonovich  
*[Signature]*  
From: David E. Janssen  
Chief Administrative Officer

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

**DISTRICT ATTORNEY MANAGEMENT APPOINTMENT**

Consistent with the August 4, 1998 and December 5, 2000 Board-approved policy on managerial appointments, we have reviewed and recommend Board approval of the District Attorney's request to appoint Mr. Devallis Rutledge to an unclassified Special Assistant position at an annual salary of \$135,000.

Mr. Rutledge will provide specialized legal expertise and guidance to the District Attorney's office. Pursuant to County Code Section 6.08.340 B, Mr. Rutledge will be appointed to the position of Special Assistant with a salary placement in the second quartile of the position.

Unless otherwise instructed by Thursday, December 2, 2004, we will authorize the District Attorney to proceed with the appointment.

Please contact me if you have any questions or need additional information, or you may contact Eva Snider of my staff at (213) 974-2291.

DEJ:DL:ES  
SW:lbm

Attachment

DA Mapp Appointment.bm

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## LOS ANGELES COUNTY DISTRICT ATTORNEY'S OFFICE

STEVE COOLEY • District Attorney  
CURT LIVESAY • Chief Deputy District Attorney


RECEIVED

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SHARON J. MATSUMOTO  
Assistant District Attorney

November 18, 2004

To: Debbie Lizzari  
Assistant Chief Administrative Officer

From:  Sharon J. Matsumoto  
Assistant District Attorney

Subject: **REQUEST FOR HIRING FREEZE EXEMPTION AND SALARY  
PLACEMENT FOR MANAGEMENT APPOINTMENT**

The District Attorney respectfully requests an exemption from the hiring freeze to process the following executive appointment effective December 6, 2004, concurrent with the commencement of Mr. Cooley's second term in office.

Mr. Devallis Rutledge was recruited and selected to provide specialized legal expertise and guidance to the office. He will be a Special Assistant to the District Attorney acting as special counsel for matters of civil liability of peace officers and prosecutors. Additionally, he will assist the District Attorney in determining employee training needs and priorities, and will address constitutional law issues concerning the performance of deputy district attorneys.

He is uniquely qualified to assume this role. During his twenty-year legal career with the Orange County District Attorney's Office, he served the organization in key leadership roles, most recently as Chief Assistant and for many years prior to that as a Supervising Deputy District Attorney in charge of training on laws and motions. He has devoted the last five years to private civil practice, where he defended Orange County and other municipalities in federal civil rights actions relating to the civil liability of officers and prosecutors. He is also a former police officer who was appointed by the governor, twice, to serve as a Commissioner for the Peace Officer Standards and Training organization, which provides professional certification training to law enforcement officers throughout the state.

He will be initially appointed to the position of Senior Assistant Administrative Officer, UC (Item no. 0863) Range 17, which is being temporarily loaned from the Chief Administrative Office. His salary will be \$135,000 which is within the 2nd quartile of Map Range 17, significantly below the control point. Prior to March 31, 2005,

Mr. Rutledge will voluntarily demote to the position of Special Assistant Attorney, DA (UC) Range 15, and the Range 17 position will be returned to the Chief Administrative Office.

Thank you for your consideration of this matter. If you have any questions, please call me at (213) 974-3958, or you may contact Pat Vaughan, Chief, Human Resources Division at (213) 202-7728.

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